

CAMP SPOFFORD SUMMER STAFF

Audio Visual Engineer

JOB DESCRIPTION

The Audio/Visual Engineer is responsible for setting up, running, and troubleshooting the A/V needs for family, youth, and staff chapels along with some weekly events. This person keeps equipment organized and ready, and ensures the chapel spaces are clean and ready for use. Some of the overall responsibilities include creating fresh visual scenes, audio environments, and room setups that support each individual event. The role needs someone who's both practical and creative, comfortable operating the tech and also designing the atmosphere that helps each event succeed.

RESPONSIBILITIES

- Opening Chapel each morning (key required)
- A/V operations for daily family camp and youth camp chapels
- A/V operations for staff chapels
- A/V operations for special events, like camper Lip Sync and Staff Activities
- Create new lighting scenes and environments
- Maintain all equipment, keeping them clean, organized, and in proper working condition
- Maintain the cleanliness of the Chapel and Hillside, which includes:
 - arranging chairs, picking up trash and spot vacuuming
 - keeping a clean stage and having equipment ready before band arrives
 - keeping a clean sound room and managing cord clutter
 - Preparing sound system for Voyagers/Pre-Campers music
- Create and organize ProPresenter slide layouts and libraries
- Record family camp sermons and upload files to the camp website after each session
- Commit to continually learning new audio visual skills and philosophies

REQUIREMENTS

- Personal responsibility for being on time and prepared for every event
- Substantial knowledge of sound equipment, such as but not limited to: sound mixers, amplifiers, microphones, ProPresenter, cables and connectors, projectors, televisions, Mac computers, and DMX lights and controllers
- The ability to use EQ, Compression, Effects, Gain, and other sound tools to create a pleasing live audio mix
- A calm demeanor under stressful circumstances and the ability to persevere through obstacles
- The willingness to learn and try new things, and a continual desire to learn and improve

GENERAL WEEKLY SCHEDULE

SUNDAY: 5.5 hours

- 8 - 11 am (Open and Clean chapel, prep ProPresenter, and stage setup, Sound check)
- 6:30 - 9 pm (Clean chapel, prep ProPresenter, and stage setup, Sound check)

MONDAY: 6.25 hours

- 7:45 - 9 am (Open and Clean chapel, prep ProPresenter, and stage setup, Sound check)
- 9 - 10 am (Adult chapel)
- 10 - 11 am (ProPresenter & lighting prep, organize Hillside)
- 11:15 am - 12:30 pm (Camper chapel)
- 7:30 - 9 pm (Camper Lip Sync)

TUESDAY: 6.75 hours

- 7:45 - 9 am (Open and Clean chapel, prep ProPresenter, and stage setup, Sound check)
- 9 - 10 am (Adult chapel)
- 10 - 11 am (ProPresenter & lighting prep, organize Hillside)
- 11:15 am - 12:30 pm (Camper chapel)
- 7 - 9 pm (Sound check, ProPresenter & lights prep, staff chapel)

WEDNESDAY: 4.25 hours

- 7:45 - 9 am (Open and Clean chapel, prep ProPresenter, and stage setup, Sound check)
- 9 - 10 am (Adult chapel)
- 10 - 11 am (ProPresenter & lighting prep organize Hillside)
- 11:15 am - 12:30 pm (Camper chapel)

THURSDAY: 4.75 hours

- 7:45 - 9 am (Open and Clean chapel, prep ProPresenter, and stage setup, Sound check)
- 9 - 10 am (Adult chapel)
- 10 - 11 am (ProPresenter & lighting prep, organize Hillside)
- 11:15 am - 12:30 pm (Camper chapel)

FRIDAY: 5.75 hours

- 7:45 - 9 am (Open and Clean chapel, prep ProPresenter, and stage setup, Sound check)
- 9 - 10 am (Adult chapel)
- 10 - 11 am (ProPresenter & lighting prep, organize Hillside)
- 11:15 am - 12:30 pm (Camper chapel)
- 7:15 - 8 pm (Family Slideshow)

TOTAL HOURS (with one night of Knutes) - 35.75

ONE DAY OFF A WEEK